



The German Federal Institute for Risk Assessment (BfR) is the national institute which prepares expert reports and opinions on questions of food, feed and chemical safety and consumer health protection in Germany on the basis of internationally recognised scientific assessment criteria. It advises the Federal Government and other institutions and interest groups in these areas. The BfR conducts its own research on topics that are closely linked to its assessment tasks. It is an institution with legal capacity within the portfolio of the Federal Ministry of Food and Agriculture (BMEL).

Research data management (RDM) is to be expanded as part of the long-term collaboration between research and advisory institutions in the BMEL's area of operations. Custom-fit structures, processes and IT solutions for the respective facility as well as cross-facility solutions for RDM are to be designed and implemented in joint meetings. The tasks of the advertised position include analysis and incorporation of the institution-specific requirements of the BfR within this process. At the same time, synergies with the other institutions should be used in order to meet dynamic and growing RDM requirements in an efficient and sustainable manner. Become part of the RDM team at the BfR within the BMEL's area of operations, which is coordinated and supervised by an established working group made up of experts from all research institutions at the BMEL under the umbrella of the "Digitalisation think tank".

In the admin department Research Strategy and Coordination of the BfR is from immediately until 31.12.2024 to fill the following position as:

Research Associate for Research Data Management - Data Manager and Steward (f/m/d)

Reference number: 2926/2021 | until Salary group 14 TVöD

Part-time employment is possible.

If applicants do not meet the full requirements profile, a transfer of duties will be considered within the framework of a lower pay group.

Tasks:

The tasks are carried out in close cooperation with the "Information and Communication Technologies" specialist group in the Exposition department and with the "Digital Innovation" unit.

- Continue and push forward development of the research data management system in terms of a Data Policy and the drafting of guidelines (recommendations for action)
- Identify, evaluate and implement suitable tools for research data management
- Advise and support scientists in developing data management plans and handling research data
- Develop and implement a training and consulting concept
- Communicate with, advise and sensitise scientific staff on all aspects of research data management
- Cooperate and network with external research institutes, (BfR) committees and stakeholder groups within the field of "research data"

- Continue development and implement a comprehensive concept for the institutionalisation of research data management at the BfR
- Evaluate and implement digital processes and technologies (e.g. for creation of data management plans), and integrate them into the BfR's information infrastructure
- Perform special management tasks

Requirements:

- Completed university degree (master's, diploma or a similar university degree) focussing on bioinformatics in one of the following areas: Research data management, nutritional science, food science, an engineering subject, library or information science, computer science, or a related course of study; doctorate or equivalent specialist knowledge, skills and experience
- Proven experience in managing and handling complex research data (in interdisciplinary projects)
- Experience in project management, preferably in interdisciplinary teams and the coordination of processes
- Good knowledge of the current standards in the field of research data management (metadata models, data literacy, data citation)
- Experience with setting up a research data management infrastructure and long-term archiving of research data is desirable
- A very high affinity for information and communication technologies
- Excellent communication and cooperation skills as well as service-oriented thinking and acting
- Very good knowledge of spoken and written German, as well as good English skills
- A conscientious work approach, a high degree of commitment, flexibility, ability to work in a team and resilience as well as willingness to travel on business are required

What we can offer you:

- Flexible working hours without fixed working hours
- 30 days' annual leave (based on a 5-day week)
- Mobile working options
- Very good connection to the public transport network
- Extensive training opportunities
- Job ticket
- VBL company pension
- Capital accumulation benefits
- Employee welfare (AWO) family service

The place of employment is Berlin.

The interviews are expected to take place on December 17 or 20, 2021.

Application process:

Does this position appeal to you? Then please apply by **December 09, 2021** via our online system.



Please address any questions in connection with the application process to bewerbung@bfr.bund.de.

– Please do not send any applications to this email address –

If you cannot apply online, please send a postal application to [Bundesinstitut für Risikobewertung / Personalreferat - 11.17 - / Max-Dohrn-Str. 8--10 / 10589 Berlin](#)

Please address any questions about the area of responsibility to:

Dr. Schlesier **Tel.: +49 30 18412-32000**

You will find more information on our homepage: www.bfr.bund.de/de/stellenanzeigen

The BfR welcomes applications from people of all nationalities. The BfR is an innovative scientific institute offering family-friendly working conditions. For which the BfR was awarded the “audit berufundfamilie®” (work and family) certificate. The BfR guarantees equal career opportunities for women and men. In the case of equal suitability, severely disabled applicants will be given preferential consideration and are only required to have a minimum level of physical suitability.

